

# VILLAGE OF BREWSTER

---

## POLICY FOR DISTRIBUTION OF QUARTERLY PARKING PERMITS

All permit applicants are treated with respect according to the following procedures. No exceptions.

Parking permits are issued on the following priority basis:

1. RESIDENTS of the Village of Brewster
2. BUSINESS OWNERS and their employees in the Village of Brewster
3. Town of Southeast Residents
4. NEW YORK STATE Commuters
5. Out of State Commuters

Handicapped parkers are a designated priority.

#1, #2, and #3 must show proof of residency:

- drivers license
- automobile registration
- lease
- closing papers
- printed checkbook
- received postmarked mail

After parkers are accepted and as long as they maintain uninterrupted validity of their parking permit, at their request, they may be added to the "MOVE UP LIST" which allows them to move closer to the train station as spaces open up in other lots.

If a parker leaves the parking program, their name is deleted from all lists and the process of attaining preference must begin again, by request only, upon returning to the program.

# VILLAGE OF BREWSTER

---

## Permit Parking Application

Copy of Drivers License \_\_\_\_\_ Date \_\_\_\_\_

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, ST Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Cell: \_\_\_\_\_

Email: \_\_\_\_\_ @ \_\_\_\_\_

Preferred method of contact: mail \_\_\_\_\_ telephone \_\_\_\_\_ cell \_\_\_\_\_ email \_\_\_\_\_ other \_\_\_\_\_

Rates: [\$100.00 Village resident, Business owners and their employees excluding Taxi]  
[\$166.25 Outside Village] [\$332.50 Taxi]

Proof of residency type:

Please list license plate number(s) color, make and model of vehicle(s) registered to permittee.

License Plate #	Vehicle Color	Vehicle Make/Model
1.		
2.		
3.		
4.		
Do you have a handicap permit? _____ Permit number _____		
Issued by _____ Expiration date _____		

I understand that if make false representations on this application I will be prosecuted pursuant to the Municipal Code of The Village of Brewster.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Paid by Check # \_\_\_\_\_ Cash \_\_\_\_\_ Amount \_\_\_\_\_ Date \_\_\_\_\_

# VILLAGE OF BREWSTER

---

## PERMIT INFORMATION

Village of Brewster Parking Office

Open 8:30 a.m. to 4 p.m.

50 Main Street Brewster, NY 10509

Monday - Friday

Tel: 845-279-3966 or 845-279-3760

(Closed for lunch 1-2 P.M.)

Welcome to the Village of Brewster Permit Parking Program. This program is provided in cooperation with NYC Department of Environmental Protection (DEP) upon whose land your parking space lies. First and foremost it is imperative you treat the land with the utmost respect. Ensure your vehicle is not leaking any fluids and is kept mechanically well maintained on a regular basis. Do not dispose of ANYTHING on these lands other than in the receptacles put there for that explicit purpose. Parking here is a privilege that may be revoked at anytime.

Our Brewster Police Department and Parking Enforcement Officers patrol these lots regularly. These officers are empowered to issue summons for violations of vehicle and traffic law that include; no parking permit displayed, missing license plate, expired registration, expired inspection, and other obvious vehicle defects that render your vehicle deficient to code. We take public safety seriously and expect you to do the same.

You have been ASSIGNED TO PERMIT PARKING located in the \_\_\_\_\_ Parking lot. Your PERMIT MUST BE DISPLAYED ON THE DASHBOARD ON THE DRIVER'S SIDE AND READILY VISIBLE. This is the ONLY WAY WE KNOW that you belong in the lot. Failure to do this can result in a summons or being towed.

If, on any given day, the assigned LOT IS FULL you must call the Village Office for alternative instructions. If the office is closed, call as soon as we open (8:30 A.M.) and advise us of your parking location. We will make every effort to ensure the vehicle is not ticketed or towed as long as there is no imminent safety or traffic flow concern.

On the first day of each quarter; June 1<sup>st</sup>, Sept. 1<sup>st</sup>, Dec. 1<sup>st</sup>, Mar. 1<sup>st</sup> you must have the appropriate permit for the quarter on the dashboard. You may not duplicate or laminate your permit. We suggest you slip it into a clear plastic bag with a piece of cardboard underneath to add some weight.

We do not send out invoices for parking payments, though if you provide your email address we may use that as a reminder that payments are due.

PAYMENT for permits is DUE at the Village Office BY THE 15<sup>th</sup> OF THE LAST MONTH ON YOUR CURRENT PERMIT. All unpaid spaces are reassigned automatically on the first day of the new quarter. Your NEW PERMIT MUST BE ON THE DASHBOARD THE FIRST DAY OF THE NEW QUARTER.

Please be sure to PAY EARLY to insure continuity of your current permit. Continuity in your assigned lot will be guaranteed if payment is received before close of business on the last business day of the month preceding the start of the new quarter. The village offices close at 4:00 P.M. except on Fridays between roughly July 4<sup>th</sup> and Labor Day when the office closes at 1:30 P.M. Call to check the business hours. 845-279-3760

# VILLAGE OF BREWSTER

---

## PERMITS ARE NOT TRANSFERABLE

You MAY NOT LEND your permit to anyone else. YOU ARE THE PERMIT HOLDER.

Refund POLICY: It is the policy of the Village NOT TO ISSUE REFUNDS for parking permits already issued once the quarter has begun.

IMPORTANT: DUPLICATION OR LAMINATION OF PERMITS IS EXPRESSLY PROHIBITED AND MAY SUBJECT VIOLATORS TO CRIMINAL PENALTIES

Fees are due for the quarter of:	June-July-Aug.	by May 15 <sup>th</sup>
	Sept.-Oct.-Nov	by August 15 <sup>th</sup>
	Dec.-Jan.-Feb.	by Nov. 15 <sup>th</sup>
	Mar.-Apr.-May	by Feb. 15 <sup>th</sup>

Park at Your Own Risk.

RAILROAD AVENUE: Eastside (backing up to Tonetta Brook) #1-15 is a RESTRICTED AREA and only those assigned permit #1 through 15 are allowed to park in those spaces. Parkers allowed in this restricted area may park in any one of the 15 spaces.

GREEN LOT: The Green Lot is directly behind Bob's Diner. The entrance is off Railroad Avenue and the exit is on Marvin Avenue. Park in any space

TRI STATE LOT: Go down Park Street (directly across from Village of Brewster offices) CROSS INTERSECTION and continue down one-way street to bottom. Tri State is on right hand side at bottom. There are stairs at the back of the lot. A covered stairway brings you up to Marvin Avenue level. Continue up Railroad Avenue to station. Park in any space.

MARVIN AVENUE LOT: Go down Park Street (directly across from Village of Brewster offices). Turn right and park on left hand side of Marvin Avenue. There are also three spaces that belong to the Marvin Avenue strip on the other side of the street next to the brook. Park in any space.

Questions? Call Barbara 845-279-3760 x11